



# *Round-Up Miniature Float Entry Handbook*

## **Basic Information**

The Miniature Float Parade takes place on Friday, June 26 at 6:00 PM. The theme is “Take a Look, it’s in a Book”. This parade is open to miniature floats and other children’s entries.

## **Contact**

For any questions, please contact Jessi Richins at [jessicarichins@hotmail.com](mailto:jessicarichins@hotmail.com).

## **Application Process**

Apply online at [www.lehi-ut.gov/roundup](http://www.lehi-ut.gov/roundup). If for some reason you are unable to apply online, please contact Jessi Richins for a paper application. The application deadline is Sunday, May 31, 2015.

## **Important Dates**

Float building workshops will be held on Thursday, February 12 and Thursday, April 23 at 7:30 PM at the Legacy Center. This workshop is for chairmen who would like some training on building floats. It is not mandatory.

## **Float Base Pick-up**

All float bases have been collected by the City for annual repairs. If a float base was not collected, please contact Jessi Richins. Unlike previous years, miniature float groups are in charge of checking a float base out from the Streets Division. At that time the Streets Division will help you in checking the platform base for safety concerns, go over rules with you, and the responsible individual will sign the Terms of Service agreement. After that time, float groups are responsible for any damage that may occur. To make an appointment to check out a float base, please contact Wade Allred at 801-836-1106. Please note that City offices are open Monday – Thursday 7:00AM – 6:00PM.

## **Lineup**

Floats must be brought to the corner of Center Street and 600 North. Floats will be assigned a number there on a first come first serve basis.

## Drop-off and Pick-up Points

Riders, pullers, and walkers must arrive by 5:30PM. There will be no traffic allowed on 100 East from State Street to 500 North, or on 600 North from Center Street to 200 East. Parade participant's drop-off and pick-up points will be strictly enforced. After the parade, parents must park on 300 North, and walk to the High School to get children. The only vehicles allowed in the High School parking lot are the vehicles that will pick up the floats. Safety is our highest priority and these rules will be strictly enforced.

## Judging Rules

Monetary prizes are awarded to Sweepstakes, First, Second, and Third place. Non-monetary prizes are also awarded. Judging takes place on Friday, June 26 at 3:00PM. No one is allowed near the floats during the judging. Float chairmen will be notified if the float is disqualified for any reason. All floats must meet the following criteria to be eligible for judging. You can see a copy of the judging criteria at the end of this document.

- Floats cannot be more than 8 feet wide by 10 feet long. Nothing can extend past the float base. Floats also may not be more than 10 feet from the ground to the highest point on the float.
- Float material costs must be less than or equal to \$600.00. This total includes donated materials, but does not include costumes.
- Children must ride on the float.
- Floats must be pulled by people and not motorized vehicles.
- Riders, pullers or people walking alongside the float are not allowed to throw candy or use water to squirt spectators of the parade.

## Float Base Drop-off

Unlike previous years, miniature float groups are in charge of dropping off their float base at the Streets Division. Float bases must be completely cleaned of decoration prior to drop-off. Floats are due back by Monday, July 13, 2015. At that time, the Streets Division will check for any damage inconsistent with proper float use and the terms of service agreement. To make an appointment to drop-off your float base, please contact Wade Allred at 801-836-1106. Please note that City offices are open Monday – Thursday 7:00AM – 6:00PM.

## Helpful Information

First, check out your platform from the Lehi City Streets Division. See the “Float Base Pickup” section above for more information.

Next, prepare a location to build the float. A garage with a big opening is great. Remember that most garages don't have 10 foot doors, so if the float is the full 10 feet, make it detachable or moveable so that it can be removed from the garage. Indoor locations are recommended as hot sun can melt the plastic used

on floats.

Come up with an idea for your float. This year's theme is "Take a Look, it's in a Book". Ideas can come from coloring books, story books, videos, and cartoons. All themes are registered on a first come, first serve basis.

The basic design of the float can be wood, PVC pipe, chicken wire, or just about anything that will create the form you want. You can cover your float with just about anything you want. In years past, petal paper, plastic pom-poms, etc, have been used. Paper products are not recommended because they are easily damaged in the weather. You can see past year's floats for ideas on Lehi City's Facebook page.

Break your work down into segments and make sure you have enough help. Plan on having your float done two weeks before the parade. If your goal is reached, you will have time to concentrate on the last minute improvements that will make your float look polished.

It is recommended to have one or two adult walkers walk along the float during the parade. Walkers are encouraged to dress in costume as well. Be aware that having too many walkers will block the view of the spectators.



# *Miniature Float Judging Criteria*

## **Workmanship & Overall Appearance of Floats – 40 points**

- Basic Construction
- Work
- Special effects
- Design
- Color Scheme

## **Originality – 20 points**

- Creativity
- Uniqueness
- How well does it fit with Parade Theme?

## **Costumes – 10 points**

- Pullers, Riders, Walkers, Banner Carriers
- Neatness
- Design and Color
- Relationship to float

## **Banners – 10 points**

- Design
- Color Scheme
- Relationship to Float

## **Participation – 10 points**

- Child involvement (Children riding on the float)

## **Overall Appearance During Parade – 10 points**

- How well does everything look and relate to the float and each other?

**Possible total score of 100**



## *Miniature Float Terms of Service*

Float bases are provided by Lehi City for use in the Lehi Round-Up Miniature Float parade. Uses outside of that are prohibited.

When transporting floats, if the float is being towed, drivers must not drive over 5 mph. Alternatively, floats can be loaded into the back of larger trailers or truck beds. If the aforementioned is not followed, float axles and tires run the risk of breaking.

When building the float, the deck must stay intact. Groups are prohibited from cutting, drilling or pounding holes into decking.

If damage to the float base does occur, the responsible party will be liable for the cost of the repairs.

If children will be sitting on the base of the float, allow for 18-24 inches of space. If children will be sitting or standing on an elevated section of the float, make sure that section is bolted securely to the frame along with a securely bolted handle.

Miniature float participants are partially reimbursed for their costs from the profits made from the concession stands at the rodeo grounds. To be eligible for reimbursement, groups must agree to volunteer at the rodeo grounds during celebration time either this year or a future year.

Clean float bases must be turned into the Streets Division by Monday, July 13, 2015. If floats are not returned, the responsible party will be liable for the cost of the float.

The undersigned agrees to adhere to all rules, regulations, and policies established by Lehi City.

Signature: \_\_\_\_\_ Print: \_\_\_\_\_

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_